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# Skills Transferability Analysis and Occupational Profiles for Brunswick Naval Air Station (BNAS), 2006

Maine Department of Labor

Maine Labor Market Information Services

Gerard Dennison Director of Regional Workforce Analysis

Glenn Mills Senior Economic Research Analyst  
[Glenn.mils@maine.gov](mailto:Glenn.mils@maine.gov)

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# Skills Transferability Analysis and Occupational Profiles for Brunswick Naval Air Station (BNAS)

*By: Gerard Dennison, Director of Regional Workforce Analysis  
Glenn Mills, Senior Economic Research Analyst*

*Occupational Coding By: Merrill Huhtala, Senior Economic Research Analyst*

*John Dorrer, Director  
Labor Market Information Services*

*April 20, 2006*

## Preface

The loss of a job ranks among one of the most challenging experiences that workers face. Thus, when the announcement was made to close the Naval Air Station at Brunswick, hundreds of civilian employees in widely diverse occupations using a broad set of skills were shocked and disappointed. Seemingly solid, well-paid careers with pathways to retirement were suddenly disrupted for over 500 civilian workers employed at the Base. While some of these workers will qualify for retirement by the time of the actual base closing, most will need to find alternative employment and new careers.

This skills transferability analysis has been conducted to assist these workers assess and evaluate their knowledge, skills and abilities. The analysis also shows the industries and occupations in the regional labor market that require related skills sets so as to help these workers chart an informed direction for job search and development of new careers. It is intended for use by civilian workers and CareerCenter counselors as a tool for career exploration. This detailed inventory of skills and worker qualities should also be used by economic development planners and those seeking to create successor employment opportunities to market the most valuable asset of all, the available workforce in the region.

Funding for this work came through a planning grant provided by the U.S Department of Labor, Employment and Training Administration. The research for this report was based on demographic information obtained on 544 civilian workers. Thanks go out to Nancy J. Bates, Human Resources Specialist, and the rest of the Human Resource team at the Naval Air Station Brunswick. This team included Ken Potter, Human Resources Office; Skip Carlson, CNRNC Business Office; and Mary Ann Green, Human Resources Specialist. Thanks also go out to Base Commander Captain George G. Womack who made this report possible.

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## Introduction

The traditional definitions of industries and occupations are being challenged in the emerging economy. Increasingly, new technologies, new modes of work organization, growing competitive pressures, and changing consumer demands are altering how goods and services are produced and distributed. As result, we are witnessing demands for higher skill levels of the workforce to support dynamic job performance requirements. In this rapidly changing context, knowledge, skills, and abilities are the primary assets that workers need to negotiate employment relationships in the labor market.

The Maine Department of Labor has recognized the importance of knowledge, skills, and abilities as drivers of employability that assist Maine workers negotiate pathways from one job to the next. As we are notified of major plant closing or workforce reductions, we strive to assist impacted workers with strategies and plans to find the next job or move on to new careers. The relative efficiency of this process has become an increasingly more important determinant to support economic growth. As such, labor market analysts and career consultants are working together to thoroughly examine the details of knowledge, skills, and abilities used by workers who face job loss. The resulting analysis of job performance is then used to help laid off workers cast an expanded search for new employment or to identify the skills gaps if they chose a new career direction.

There is also vast potential to promote economic development for regions and localities by assessing the knowledge, skills, and abilities of available workers and marketing them to new employers or local businesses seeking to expand their workforce. Human capital-its quality and availability- has become the primary ingredient in the economic development equation. As large numbers of workers become available because of layoffs or plant closings, they need to be portrayed as assets on the basis of knowledge, skills, and abilities they offer to new employers.

This report has been prepared on behalf of the civilian employees of the Naval Air Station Brunswick (NASB) who face extraordinary challenges as they confront the scheduled closing of the base in 3-5 years. These workers have acquired significant human capital over a long period of time. The combination of their experience along with the extensive knowledge, skills, and abilities demonstrated across diverse occupations represents a rich resource for the State of Maine that must be redeployed in the economy. The research reflects a detailed examination of job titles and functions as reported by Base human resources professionals.

We have taken great care to properly assign standard occupational classifications and codes for purpose of matching the knowledge, skills, and abilities of these workers with related jobs found in the regional economy. The assignment of occupational codes gives these workers the opportunity to consult the extensive computer-based occupational information and job banking system and will help to focus their job search and career planning by using their most important assets-their knowledge, skills, and abilities.

## Overview

The Brunswick Naval Air Station has a tremendous economic impact on the Brunswick Micropolitan Area and State. It employs around 4,800 military and civilian personnel with a payroll of \$115 million. BNAS owns 3,200 acres of real estate in Brunswick and Topsham. Over the past three

years the Base has constructed new runways, 175 new housing units, and a new \$31 million hangar.

A local task force reassembled to try to save BNAS from a possible closure by the U.S. Defense Dept. in November 2005. The group was called the **NAS Brunswick BRAC Task Force (Base Realignment and Closure)**. The Pentagon proposed realigning NASB on May 13, 2005. This meant all three P-3 Orion squadrons (both aircraft and personnel) would be transferred to Jacksonville, Florida. The BRAC Commission held a hearing in Boston on July 6, 2005. Hundreds of people went to express their support as politicians and base closing task force reps made their case for BNAS, Portsmouth Shipyard, and the DFAS Center in Limestone.

A Maine Department of Labor economic impact report on base closings in Maine was presented to the Joint Economic Forecasting Committee at the State House on June 30, 2005. The report stated "In the case of Brunswick Naval Station, 2,300 military workers there will just leave taking with them more than \$69 million in annual earnings and leaving vacant 2,000 housing units. The area could lose up to 5,000 people and cause the loss of another 2,000 jobs." Excerpts of the report were published in the Times Record on July 5 in a story by Reporter Victoria Wallack entitled "Bleak Economic Forecast."

**On July 19, 2005, BRAC Commissioners voted 8 to 1 to put BNAS on the base closure list.** The base employs 2,700 full-time Navy personnel, 1,300 reservists and 702 civilians. The previous realignment plan had only targeted 61 civilians for layoffs. The Navy said it spends about \$211 million locally each year. **The BRAC Commissioners voted 7-2 to close the facility on August 24.** The Base is expected to close by 2011.

Over 700 civilians are currently employed at BNAS. This number consists of 544 appropriated and non-appropriated fund workers plus private service contractors and other civilians at retail establishments on the Base.

We examined the characteristics of 544 BNAS civilian workers in "*What Do We Know About the Civilian Workers*," which was presented to the Governor's BNAS task force by **Glenn Mills** on November 30, 2005. Some of the conclusions were as follows:

- The BNAS civilian workforce is older than Maine employment in general. Fifty-five percent were between 45 and 64. The average age for BNAS workers was 44.9 compared to 41 or 42 for all Maine workers.

- A quarter of the civilian workers have been employed at BNAS less than three years while a third have been employed there 15 years or more.

- The median full-time equivalent annual salary of civilian workers is \$32,166. Most of those earning less than \$20,000 work part-time.

- The highest level of educational attainment of 63 percent of BNAS civilian workers is a high school diploma or less.

- Among those aged 25 and over, BNAS civilian employees were more likely to have attained a high school diploma, but less likely to have a college education.

- Most BNAS workers work full-time.
- The BNAS civilian workforce is about evenly split by gender (50.2 percent female & 49.8% male).
- The large majority of civilians lived within a 20-mile radius of the Base.
- Most jobs are in occupations which generally do not require post-secondary education.
- Civilian employment at BNAS is concentrated in administrative support, protection service, sales, personal services, and maintenance occupations.
- The job outlook in Maine to 2012 is for faster-than-average growth in seven of eight primary occupational groups in which BNAS civilians work. Office/administrative support occupations are only expected to grow by one percent. The fastest growth will be for personal care & service workers (29 percent), protective service workers (20 percent), building/grounds/cleaning/maintenance (15 percent), and business/financial operations (15 percent).

We looked at where the 544 civilians lived, as well as at 2000 Census commuting patterns of workers commuting to Brunswick. The primary impact area of BNAS civilian workers is the Brunswick Metropolitan Area (MA). The surrounding secondary impact area includes the Lewiston-Auburn MA, Boothbay-Harbor Labor Market Area (LMA), Portland MA, Augusta LMA, and Waldoboro LMA.

## The Occupations

We examined and matched the Brunswick Naval Air Station job titles to the Standard Occupational Classification (SOC) code based on information published in the U.S. Office of Personnel Management's *Handbook of Occupational Groups and Families*, where available. This effort provided us with a staffing pattern from which to connect with the widest potential employment opportunities (across occupations and industries) in Maine.

There were 109 different matched occupational titles. Forty-one occupational titles employed four or more civilians. This accounted for 433, or 79.6 percent, of the 544 appropriated and non-appropriated funded civilian workers.

The skills mix varied across the board from highly skilled managers and engineers to lower skilled recreational attendants, maids, janitors, and fast food workers. About 75 percent of the workers are classified as being at least semi-skilled.

The top 41 employing occupations with accompanying SOC codes are as follows:

### Top 41 Employing Occupations

Number of Workers and SOC Classification in Descending Order of Employment

No.	Matched Occupational Title & SOC
40	Fire Fighters 33-2011
38	Teacher Assistants 25-9041
31	Retail Salespersons 41-2031
28	Stock Clerks & Order Fillers 43-5081

24 Maids & Housekeeping Cleaners 37-2012  
 23 Police & Sheriff's Patrol Officers 33-3051  
 22 Amusement & Recreation Attendants 39-3091  
 17 Office Clerks, General 43-9061  
 16 General & Operations Managers 11-1021  
 14 Cashiers 41-2011  
 12 Janitors & Cleaners 37-2011  
 11 Police, Fire & Ambulance Dispatchers 43-5031  
 9 First-Line Supervisors/Managers of Retail Sales Workers 41-1011  
 9 Laborers & Freight Stock, & Material Movers, Hand 53-7062  
 8 Bookkeeping, Accounting, & Auditing Clerks 43-3031  
 8 Combined Food Preparation & Serving Workers, Including Fast Food 35-3021  
 7 Business Operations Specialists, All Other 13-1199  
 7 Customer Service Representatives 43-4051  
 6 Recreation Workers 39-9032  
 6 Operating Engineers & Other Construction Equipment Operators 47-2073  
 6 Child Care Workers 39-9011  
 6 Industrial Truck & Tractor Operators 53-7051  
 5 Management Analysts 13-1111  
 5 Environmental Science & Protection Technicians, Including Health 19-4091  
 5 Occupational Health & Safety Specialists 29-9011  
 5 First-Line Supervisors/Managers of Police & Detectives 33-1012  
 5 Barbers 39-5011  
 5 First-Line Supervisors/Mgrs. of Office/Admin. Support Workers 43-1011  
 5 Hotel, Motel & Resort Desk Clerks 43-4081  
 5 Word Processors & Typists 43-9022  
 5 Maintenance Repairers, General Utility 49-9042  
 4 Transportation, Storage & Distribution Managers 11-3071  
 4 Computer Systems Analysts 15-1051  
 4 Civil Engineers 17-2051  
 4 Paralegals & Legal Assistants 23-2011  
 4 Fire Inspectors & Investigators 33-2021  
 4 Protective Service Workers, All Other 33-9099  
 4 First-Line Supervisors/Mgrs. of Housekeeping/Janitorial Workers 37-1011  
 4 Executive Secretaries & Administrative Assistants 43-6011  
 4 Carpenters 47-2031  
 4 Butchers & Meat Cutters 51-3021

**Other Matched Occupational Titles:**

3 Social & Community Service Managers 11-9151  
 3 Purchasing Agents, Except Wholesale, Retail, & Farm Products 13-1023  
 3 Electrical & Electronic Engineering Technicians 17-3023  
 3 Child, Family, & School Social Workers 21-1021  
 3 Registered Nurses 29-1111  
 3 Medical Records & Health Information Technicians 29-2071  
 3 First-Line Supervisors/Managers of Fire Fighting & Prevention Workers 33-1021  
 3 Bartenders 35-3011  
 3 Cargo & Freight Agents 43-5011  
 3 Electricians 47-2111



- 3 Plumbers, Pipefitters, & Steamfitters 47-2152
- 3 Mobile Heavy Equipment Mechanics, Except Engines 49-3042
- 2 Property, Real Estate, & Community Association Managers 11-9141
- 2 Compliance Officers, Except Agriculture, Construction, etc. 13-1041
- 2 Budget Analysts 13-2031
- 2 Environmental Engineers 17-2081
- 2 Civil Engineering Technicians 17-3022
- 2 Engineering Technicians, All Other
- 2 Social & Human Service Assistants 21-1093
- 2 Pharmacy Technicians 29-2052
- 2 First-Line Supervisors/Mgrs. of Protective Service Workers, All Other 33-1099
- 2 Detectives & Criminal Investigators 33-3021
- 2 Hairdressers, Hairstylists & Cosmetologists 39-5012
- 2 Real Estate Sales Agents 41-9022
- 2 Tellers 43-3071
- 2 Dispatchers, Except Police, Fire, Ambulance 43-5032
- 2 Secretaries, Except Legal, Medical, & Executive 43-6014
- 2 Statistical Assistants 43-9111
- 2 First-Line Supervisors of Construction Trades & Extraction Workers 47-1011
- 2 Coin, Vending, & Amusement Machine Servicers & Repairers 49-9091

**The following occupations had one employee.**

Marketing Managers 11-2021  
 Public Relations Managers 11-2031  
 Administrative Services Managers 11-3011  
 Financial Managers 11-3031  
 Education Administrators, Pre-School & Child Care Center/Program 11-9031  
 Lodging Managers 11-9081  
 Managers, All Other 11-9199  
 Human Resources, Training, & Labor Relations Specialists, All Other 13-1079  
 Accountants & Auditors 13-2011  
 Electrical Engineers 17-2071  
 Health & Safety Engineers, Except Mining Safety/Inspectors 17-2111  
 Mechanical Engineers 17-2141  
 Aerospace Engineering & Operations Technicians 17-3021  
 Mechanical Engineering Technicians 17-3027  
 Library Technicians 26-4031  
 Graphic Designers 27-1024  
 Merchandise Displayers & Window Trimmers 27-1026  
 Family & General Practitioners 29-1062  
 Medical & Clinical Laboratory Technologists 29-2011  
 Dental Hygienists 29-2021  
 Health Technologists & Technicians, All Other 29-2099  
 Dental Assistants 31-9091  
 Private Detectives & Investigators 33-9021  
 First-Line Supervisors/Managers of Food Preparation & Serving Workers 35-1012  
 Cooks, Restaurants 35-2014  
 Pest Control Workers 37-2021  
 Fitness Trainers & Aerobics Instructors 39-9031

First-Line Supervisors/ Managers of Non-Retail Sales Workers 41-1012  
Travel Agents 41-3041  
Sales & Related Workers, All Other 41-9099  
Human Resource Assistants, Except Payroll or Timekeeping 43-4161  
Receptionists & Information Clerks 43-4171  
Mail Clerks & Mail Machine Operators, Except Postal Service  
First-Line Supervisors/Managers of Mechanics, Installers, & Repairers 49-1011  
Electrical & Electronics Repairers, Commercial & Industrial Equipment 49-2094  
Automotive Service Technicians & Mechanics 49-3023  
Maintenance Workers, Machinery 49-9043  
Telecommunications Line Installers & Repairers 49-9091  
Locksmiths & Safe Repairers 49-9091

## Wages

The average full-time equivalent wage of BNAS civilian workers was \$33,942. The average salary is not straightforward because some workers are salaried, others hourly; among those paid hourly, many work part-time or on flex schedules. For that reason we calculated a full-time equivalent wage (assuming 40 hours for part-time and flex staff). In comparison, all Maine workers (full-and part-time) averaged \$31,166 in 2004.

Twenty-nine of the top 41 employing BNAS occupations pay higher wages than comparable state averages. Seventeen of the 29 pay at least 20 percent above comparable state averages and 23 pay 10 percent above state averages. Our challenge will be to help clients find similar work close to the wages earned at the Base.

In comparison, annual wages for 2004 paid in Covered Employment (includes employers who paid into the Maine Unemployment Insurance fund) in the Brunswick LMA averaged \$32,600. The Brunswick LMA ranked second among 31 Maine's LMAs in terms of average covered wages paid in 2004. This high wage is in part due to the presence of Bath Iron Works which employs highly skilled ship-building workers. The average wage without Bath Iron Works was \$29,191.

## Employment Projections to 2012

According to our *Maine Employment Outlook Projections to 2012*, employment is expected to grow by 10.3 percent between 2002 and 2012. The projections for the Base Economic Impact Area are more promising. The forecast for Coastal Maine (Sagadahoc, Lincoln, Knox, & Waldo Counties) call for an employment increase of 10,873 and a growth rate of 17.2 percent. The forecasted growth rate for Southern Maine (Cumberland & York Counties) is projected to be 15.0 percent with an employment increase of 38,932 between 2002 and 2012. It should be noted that these projections were developed before the announced closing of BNAS.

The good news is 36 of the largest 41 employing occupations have positive employment forecasts through 2012. Of the 41 largest occupations, 25 are projected to grow by at least 11 percent.

Fastest growing occupations are amusement and recreation attendants (34.1 percent); police and sheriff's patrol officers (33.2 percent); firefighters (29.6 percent); environmental science and protection technicians, including health (29.5 percent); recreation workers (27.3 percent); and business opera-

tions specialists, all other (26.8 percent). Following are computer systems analysts (21.7 percent); first-line supervisors/managers of police and detectives (21.3 percent); combined food preparation and serving workers, including fast food (21.2 percent); and hotel, motel, and resort desk clerks (19.8 percent).

The most job growth is forecasted for cashiers (2,401); combined food preparation and serving workers, including fast food (2,274); and general operations managers (1,630). The next best forecasts are for retail salespersons (1,489); first-line supervisors/managers of retail sales workers (1,431); janitors and custodial workers (1,239); child care workers (1,188); and maids and housekeeping cleaners (1,077).

Five occupations are expected to experience job losses through 2012. These occupations are word processors and typists (-701); stock clerks and freight stock material movers, hand (-436); laborers and freight stock and material movers, hand (-346); butchers and meat cutters (-21); and industrial truck and tractor operators (-19).

## Jobs in Demand—Current Job Openings in the Brunswick Metropolitan Area and Secondary Impact Area

We looked for available job openings for the top 41 largest employing occupations at BNAS on our Labor Market Information Services web site. This site includes job openings listed by Maine Department of Labor CareerCenters and/or America's Job Bank. Generally speaking, the number of openings usually account for about 10 percent of all job openings in most labor market areas.

On January 17, 2006, we found a total of 440 job openings for the top 41 employing occupations in the primary and secondary impact labor market areas. The 41 occupations employed 433 workers at the Base. Over half of the openings were in the Portland area (227) followed by Lewiston-Auburn (64), Brunswick (52), Augusta (51), Waldoboro (42), and Boothbay Harbor (4) areas.

The largest number of job openings were for retail salespersons (85), cashiers (45), janitors and cleaners (27), business operations specialists (22), computer systems analysts (21), and general & operations managers (20).

Only nine of the top 41 BNAS employing occupations had no listed job openings. Among the top seven BNAS employing occupations, there were no job openings for municipal fire fighters, police & sheriff's patrol officers, and amusement and recreation attendants.

The Maine Municipal Association (MMA) was contacted on February 8 to see if they had job openings for fire fighters and police officers posted on their Job Bank at <http://www2.memun.org/public/wantads/itemlist.cfm>. According to MMA officials the listed openings are self submitted and deleted by date. MMA does not monitor or archive job listings once their set deadline has expired.

The Town of Topsham had an opening for a Police Patrol Officer with a salary range of \$592 to \$707 per week with a full benefit package. The Town of Winthrop had an opening for a Patrol Officer with a competitive salary commensurate with experience and education. The Town of Old Orchard Beach had an opening for a Reserve Police Officer from May through September.

General requirements for police officers are that they must be 21 years of age, are high school graduates or equivalent, have good mental and physical health, and have a valid driver's license. The age requirement is sometimes lowered to 20 if the candidate has an associate's degree or 60 hours of post secondary education.

Applicants not holding a valid police officer certificate must meet the minimum standards of the Maine Criminal Justice Academy. Candidates are required to pass the ALERT test (aptitude) and the physical agility test offered at the Maine Criminal Justice Academy. Candidates may also be required to participate in an oral board, fitness testing, psychological evaluation, and a medical exam and drug test. Successful candidates must pass a background investigation and polygraph exam. The physical agility test is comprised of a mile and one half run in a certain amount of time based on their age.

General requirements for fire fighters usually call for all applicants to be high school graduates (or passed high school equivalency exam) and have two years of post-high school employment, or three years of education in a post-high school program, or any combination of work and education totaling three years, and possess a valid drivers license. Paramedics and candidates with fire fighter I and II certifications are encouraged to apply.

America's Job Bank listings follow.

**America's Job Bank Openings for Top BNAS Occupations as of January 17, 2006 in the Primary and Secondary Impact Areas with Wage Comparison of Job Openings vs. BNAS**

BNAS Job Title	No. of BNAS Workers	Total Openings For Six LMA's	Brunswick LMA Openings	Wage Ranges of Job Openings	BNAS Wage Ranges
Firefighters	40	0	0		\$27-47k
Teacher Assistants	38	1	0	\$8.50	10-34k
Retail Salespersons	31	85	7	6.50-10.00	12-36k
Stock Clerks	28	0	0	7.00-13.00	16-57k
Maids & Housekeepers	24	8	0	7.00-13.00	16-57k
Police Officers	23	0	0		31-52k
Recreation Attendants	22	0	0		7-26k
Office Clerks Gen.	17	18	3	6.50-14.50	9-44k
Operations Mgrs.	16	20	5	40-75k	32-81k
Cashiers	14	45	4	6.50-9.00	12-28k
Janitors & Cleaners	12	27	3	6.50-12.02	7.29-9.26
Police Dispatchers	11	2	1	12.70	27-39k
Supervisor Retail	9	15	1	9.50	20-40k
Stock Movers, Hand	8	19	1	6.50-12.25	16.26-19.74
Bookkeepers	8	18	1	8.00-16.00	18-40k
Food Prep. Workers	8	9	2	6.50-8.00	7.29-9.26
Business Op. Specialists	7	22	4	49-80k	38-64k
Customer Service Reps.	7	12	0	6.50-10.25	14-25k
Recreation Workers	6	5	1	9.00	32-55k
Operating Engineers	6	1	0	n/a	17.45-24.97
Child Care Workers	6	6	3	7.00-9.64	29-32k
Industrial Truck Op.	6	10	1	9.00-12.00	12.32-19.27
Mgmt. Analysts	5	18	4	79-90k	41-72k
Environmental Techs	5	2	1	n/a	33-66k
Occ Health Safety Spec.	5	1	0	n/a	45-79k

Supervisor Police	5	0	0		38-45k
Barbers	5	1	0	n/a	19-29k
Supv. Admin Support	5	2	0	15.00	28-52k
Hotel Desk Clerks	5	4	1	7.00-9.50	14-20k
Word Processors	5	0	0		25-42k
Maint. Repair, Gen.	5	14	1	9.00-15.00	11.84-15.80
Transportation Mgrs.	4	0	0		57-84k
Computer Systems Analysts	4	21	0		56-69k
Civil Engineers	4	8	1	n/a	76-84k
Paralegals & Legal Assistants	4	0	0		38-43k
Fire Inspectors	4	0	0		30-56k
Protective Service Workers	4	2	0	555.00wk	30-58k
Housekeeping Mgrs.	4	3	1	9.51-555wk	21-31k
Executive Secretaries	4	13	0	9.00-13.00	37-54k
Construction Carpenters	4	16	1	8.00-18.00	16.29-19.74
Butchers/Meat Cutters	4	0	0		25-38k

## Reemployment Prospects

A total of 367 of the 544 civilians (67.5 percent) lived in the Brunswick MA (the primary impact area). This labor market area is comprised of: Brunswick and Harpswell in Cumberland County; Dresden, Westport, and Wiscasset in Lincoln County; and Arrowsic, Bath, Bowdoin, Bowdoinham, Georgetown, Phippsburg, Richmond, Topsham, West Bath, Woolwich, and the unorganized township of Perkins in Sagadahoc County.

Most of the workers should be able to find work in their own labor market areas or within commuting distance of their homes in nearby labor market areas. This is supported by the fact that the combined primary and secondary impact areas make up a significant portion of the Maine economy. The primary and secondary impact LMAs comprised 52.7 percent of the State's 611,700 nonfarm jobs in 2004.

Most of the BNAS occupations employ very few people. Ninety-seven of the 109 occupations employed less than 10 people. A large number of the workers may retire. Fifty-percent of the current BNAS work force will be eligible to retire by 2009 and 65 percent by 2011.

All of this bodes well for the reemployment prospects for the primary working age work force. In addition, most of the BNAS occupations are mainstream occupations that are common to all of the LMAs. Most dislocated BNAS civilian employees with adequate skills sets will probably find work within the larger impact area. Civilian workers should be able to conveniently commute to jobs within 30 miles of their place of residence. A total of 507 of 544 civilians lived in the six LMAs that make up the primary and secondary impact areas.

### BNAS Civilians by Place of Residence and Nonfarm Jobs by Labor Market Area

Labor Market Area	Civilian Workers	Nonfarm Jobs in 2004
Brunswick	367	31,380
Lewiston-Auburn	79	47,750
Portland	29	191,350
Augusta	28	41,830
Waldoboro	4	3,250
Boothbay-Harbor	0	6,530
Totals	507	322,090

We also looked at the five-county impact area to determine the number of people employed for BNAS matched occupational titles. The five counties are Sagadahoc, Cumberland, Androscoggin, Lincoln, and Kennebec. The top 41 BNAS occupations employed 433 civilian workers. According to data from the Occupational Employment Statistics Program (OES), we found 95,350 jobs in the above-mentioned counties for those same occupational titles. So there is ample evidence that the majority of BNAS civilians will be able to find similar work. There should be a large number of replacement openings among those 95,350 jobs due to normal turnover. The average BNAS occupation only employed five people (544 people/109 job titles). And 36 of the 41 job titles are expected to experience employment growth through 2012.

### Top 22 BNAS Employing Occupations in Descending Order of Employment Compared to 2004 Employment by County

Number Employed at BNAS	Occupational Title	Total Five Counties	Sagadahoc	Cumberland	Androscoggin	Lincoln	Kennebec
40	Fire Fighters	1,186	49	821	142	32	142
38	Teacher Assistants	3,843	314	1,723	656	269	881
31	Retail Salespersons	9,690	249	6,319	1,154	366	1,602
28	Stock Clerks	3,420	80	2,083	487	81	689
24	Maids/Housekeeping	2,920	133	1,594	445	198	550
23	Police Officers	983	42	459	157	38	287
22	Recreation Attendants	361	19	187	71	23	61
17	Gen. Office Clerks	5,964	286	3,190	1,001	269	1,228
16	Operations Managers	5,161	205	3,004	782	223	947
14	Cashiers	7,108	317	3,862	1,124	400	1,405
12	Janitors & Cleaners	6,500	345	3,757	1,035	282	1,081
11	Dispatchers, Police/Fire	299	12	185	25	13	64
9	Supervisors-Retail	2,825	100	1,636	444	122	523
9	Laborers-Freight/Stock	5,251	188	2,739	923	200	1,151
8	Bookkeeping Clerks	4,232	163	2,403	601	194	871
8	Food Prep. Workers	6,411	294	3,287	1,401	199	1,230
7	Business Operations Spec.	2,296	82	1,481	173	40	520
7	Customer Service Reps	4,976	63	3,290	845	131	647
6	Recreation Workers	490	18	304	72	14	82
6	Operating Engineers	755	65	508	92	17	73
6	Child Care Workers	926	34	641	109	27	115
6	Industrial Truck Operator	1,274	18	764	273	41	178

Source: Occupational Employment Statistics Program (OES), County Staffing Patterns, 2004.

**The Local Employment Dynamics Program (LED)** merges Census data with Maine Department of Labor wage data to provide demographic information called Quarterly Workforce Indicators (QWI). Measured outputs include turnover rates, separations, and new hires by county.

The total turnover rate in Cumberland County was 11.3 percent in the third quarter of 2004 and averaged 11.1 percent during the previous three quarters. Sagadahoc County's turnover rate came in at 11.3 percent during the third quarter and averaged 10.1 percent in the previous three. This was slightly higher than comparable statewide numbers which came in at 10.9 and 9.7 percent, respectively.

Total separations over the past four recorded quarters numbered 136,998 in Cumberland County and 9,015 in Sagadahoc. Over 113,000 new hires were recorded in Cumberland County and 6,600 in Sagadahoc.

A little over 100 jobs at BNAS are classified in the retail trade and accommodation and food services industries. The Brunswick Naval Air Station employs retail salespersons, stock clerks, cashiers, food preparation workers, amusement and recreation attendants, recreation workers, and hotel/motel desk clerks. Turnover rates in these two industries are relatively higher than other industries. In Cumberland County the turnover rate was slightly over 11 percent in retail and about 19 percent in accommodation. In Sagadahoc County the retail turnover rate was just above 10 percent but the accommodation and food services rate was about 22 percent. In terms of total separation, Cumberland County had over 22,000 in the retail industry and over 24,000 in accommodation during the past four quarters. Sagadahoc County had 1,064 separations in retail and 2,145 in accommodation and food services. So there is clear evidence that the small number of experienced people employed in these types of occupations at BNAS can be easily absorbed in the existing labor market.

Another 74 BNAS civilians (40 fire fighters, 23 police officers, and 11 dispatchers) would most likely be employed in public administration which had a turnover rate of 6.7 percent in Cumberland County and 6.4 percent in Sagadahoc County in the past four recorded quarters.

Another 37 clerical and management professionals would probably first look at professional and technical services for job openings. This industry had a turnover rate of 8.5 percent in Cumberland and 5.3 percent in Sagadahoc.

## Retraining Possibilities for Skill Gaps

We looked at O'Net Summaries and the Maine Employment Info Guide to find related occupations that require similar skills for short-to long-term training. We then listed the best picks for each occupation based on projected employment growth from 2002-2012 with average statewide wages, and education/training requirements.

Some **Fire Fighters** may need to upgrade or learn emergency medical services (EMS) skills in order to compete for jobs in municipal government and private industry. There are six EMS training regions in Maine: Mid Coast EMS; Southern Maine EMS; Tri-County EMS; Kennebec Valley EMS; Northeast EMS; and Aroostook EMS. Mid Coast EMS is located in Union, tel. 785-5000. Their web site can be found at <http://www.midcoastems.org>. It takes about three month's to achieve Basic EMT standards and then there is a National test for certification that adds about one more month. It takes about four months to get intermediate EMT certification, and it takes one-year to get Paramedic certification.

Southern Maine Community College in South Portland offers a two-year program to get the Paramedic. As far as switching occupations the best retraining pick is Truck Drivers, Heavy and Tractor-Trailer. This occupation requires moderate on-the-job training, has over 11,000 workers statewide, a projected growth rate of 9 percent, and an average wage of over \$14 per hour.

For **Police Officers** the Maine Criminal Justice Academy (MCJA) provides basic law enforcement and corrections training to all newly hired officers, specialized in-service training programs at the Academy in Vassalboro and support to the regional training councils. According to the MCJA web site continuous training requirements are as follows.

Every law enforcement officer in the State must meet the following training requirements in order to maintain certification. The Board of Trustees is required by law to revoke the certificate of any officer who fails to meet the training requirements. The 2006 Calendar Year training requires 2 hours each in: Firearms; Law Updates (must include stalking); Review of mandated policies (must include Sex Offender Notification Policy); Homeless Awareness; and Drug Impairment.

The 2007 Calendar Year training requires 2 hours each in: Firearms; Law Updates (2); Basic Computer Crimes; Elder Abuse; and Americans with Disabilities Act. In addition to the 20 hours of mandatory subject area training listed above for the 2006-2007 training cycle, every officer must complete an additional 20 hours of elective training as approved by the chief executive officer of the employing agency. This training must take place between January 1, 2006, and December 31, 2007.

If an officer is hired after October 1 in the first year of a two-year training cycle, the officer is required to complete the 10 hours of mandated subject area training for that year, as well as the 10 hours of mandated subject training for the following year, and 10 hours of elective training by the end of the two-year training cycle.

If an officer is hired after October 1 in the second year of a training cycle, the officer must complete only the 10 hours of mandated subject area training for that year. For more information, check out their web site at <http://www.state.me.us/dps/mcja/index.html>.

Retraining options for police officers include becoming a private detective and investigator, or a corrections officer.

There are 11 **Dispatchers** at the Base. Dispatchers in municipal government generally need a high school diploma or GED. Experience in the operation of modern communication hardware is desirable but not mandatory. Workers must be able to successfully complete the Certified Terminal Operator (CTO) course offered by the Maine Criminal Justice Academy within a reasonable time after employment.

**In addition there were five BNAS occupations that had negative employment forecasts which should be reviewed for retraining possibilities.**

**Word Processors** and typists appear to be in the most need for retraining. This occupation has a huge negative statewide employment forecast of 45.5 percent. There are only **five workers employed** and their BNAS job titles are office automation clerk and office automation assistant. Four of the workers have high school diplomas and one has completed an Occupational Training Program. The BNAS wage was \$11,000 above the statewide average. The best job prospects appear to be in public administration and health care. In terms of retraining two of the best O'net related occupations also have



negative forecasts. They include correspondence clerks (-9.8 percent), and computer operators (-22.7 percent). The best short-to moderate-term retraining growth opportunities are for library assistants and general office clerks. The latter occupation seems to be the better fit in terms of more job opportunities due to its large employment and slightly higher wage. The best longer-term training opportunity is medical secretary which requires post-secondary vocational education training. This occupation shows promising employment growth prospects with a forecast of 16.8 percent, and it pays an average of \$13.45 per hour.

Some **Stock Clerks and Order Fillers** may also be in need of retraining as it has a negative employment forecast of 6.4 percent. **There are 28 people in this job** classification working as store workers, supply clerks and technicians, and inventory specialists. The good news is these workers are pretty well educated. Nineteen of the workers have high school diplomas, four have some college, three have college degrees, one has Occupation Program training, and one gave no information. The BNAS average wage rate was about \$6,000 above statewide averages for the matched occupation. The best job prospects are in food and beverage stores and general merchandise stores. The best retraining pick is computer, automated teller, office machine repairer which pays over \$16 per hour. This occupation requires postsecondary training. It employs nearly 600 people statewide and has a very good 2012 employment growth of 13 percent.

**Laborers and Freight Stock, and Material Handlers, Hand (9 BNAS workers)** has a negative employment forecast of 4.4 percent. However this is a sizable occupation with over 7,000 workers statewide so there will be a large number of job openings due to replacement needs. Eight of the nine workers have high school educations. The best job opportunities should be in administrative and support services, merchant wholesalers, general merchandise stores, and food and beverage stores. The best long-term retraining pick is "baker" with a 15 percent growth forecast and an average hourly wage of about \$10.

**Butchers and Meat Cutters** have a slight negative forecast of 3.1 percent. There are **only four BNAS workers** with a job title of meat cutter worker. These workers are making about \$7,000 more than other meat cutters around the state. The BNAS meat cutters should have no problem in finding work in local food and beverage stores. All four of the workers are high school graduates. If retraining is needed the best pick is for cooks, fast food, but the wage is considerably less at \$8 per hour.

**Industrial Truck Operators** have a nominal negative forecast of 0.7 percent because of declining employment in the manufacturing sector. The best job prospects are in paper manufacturing and building material stores. This is still a very large occupation with over 2,700 workers statewide so there will be replacement demand. **There are six workers** in this category. Four have high school educations and one has Occupational Program training. As far as retraining possibilities, the best short-term on-the-job training pick is janitors and refuse and recyclable collectors at a 33 percent cut in pay.

Most of the rest of the occupations are large in size and/or have good employment forecasts in the State and Brunswick and secondary impact Regions. Workers in these occupations should consider staying in the same field as there should be adequate demand for their skills. Some workers like food service workers could upgrade their skills and become short order cooks. Fire inspectors could switch careers with training in the detective or occupational safety field.

Some jobs outside the Base may require more education and better skill sets. For example, only four of 16 BNAS **General and Operations Managers** have bachelor's degrees but the average pay on the Base is \$52,000 compared to a statewide average of \$74,734. Only one of nine **Retail Supervisors**

has a bachelor's degree and the average BNAS pay is about \$4,000 below the state average at \$28,178. **Business Operations Specialists** are generally required to have a bachelor's degree. Only one in six BNAS workers have a bachelor's degree, but on average make only \$1,000 less than the statewide average of \$49,566.

**Recreation Worker** usually requires a bachelor's degree. There are six BNAS workers in this occupational category who make an average of \$43,129 per year. But only two recreation workers have a bachelor's and only one has an associate's degree, even though the six workers combined make excellent wages averaging \$43,129 per year. There are six **Management Analysts** and they average \$61,000 per year. Statewide requirements for this occupation are a bachelor's degree plus work experience. Only one of the six workers has a bachelor's degree.

There are five **Occupational Health and Safety Specialists**. The statewide training requirements call for an associate's degree. Two of the BNAS workers have high school educations, two have some college, but only one has an associate's degree. Still, these workers on average earn over \$3,000 more than all other workers statewide.

The general minimum training requirement for a **Computer Systems Analyst** is a bachelor's degree but only two of the four workers have one. There are four **Paralegals and Legal Assistants**. This occupation generally requires an associate's degree. Three of the workers have high school diplomas and one has an associate's. The BNAS job titles are contact representative, legal technician, and paralegal specialist.

The real challenges will be to place people in jobs at close to BNAS wage levels and to adequately retrain older workers with new skills.

BNAS civilian workers may have additional work experience and hobbies and interests beyond their work skills for a particular job title. These may lead to additional retraining possibilities for other occupations in demand. Clients should work with CareerCenter consultants and counselors to identify more options by looking at other future occupations in demand that may not be listed in the following occupational profiles. It would be helpful for clients to look at the "*Maine Employment Outlook to 2012*," "*Hot Jobs in Maine to 2010*," and *Career Opportunities for College Graduates to 2010*" produced by the Division of Labor Market Information Services. This would provide a starting point for reviewing occupations in demand that they may be interested in exploring.

**Local Area education and training providers** are ready to assist anyone in need of retraining. These institutions can offer a wide variety of programs. All are within commuting distance of the Base. Colleges include The Midcoast Center for Higher Education with the combined campuses of the University College and Bath-Brunswick Center; a new Southern Maine Community College Center in Bath; Southern New Hampshire College located just outside the Base at Cook's Corner in Brunswick; and Embry-Riddle Aeronautics University located on the Base.

Vocational schools include Vocation Region 10 for Brunswick and Topsham and the Bath Regional Vocational Center. The Adult Education providers are Merrymeeting Adult Ed in Brunswick and Bath Adult Ed. Workforce training organizations include the Bath CareerCenter with Coastal Economic Development.

Tuition-free courses are being made available at any Maine Community College (up to two free). Finance Authority of Maine scholarships (\$250-1,000) are being offered to the first 250 BNAS people to take classes at any Title IV institution. UMA, USM, SMCC, SNHU, Embry-Riddle, and Bowdoin College all have Title IV eligibility.

Matched Occupational Profiles  
for the Top 41 Employing Occupations  
at Brunswick Naval Air Station

## MATCHED OCCUPATION: FIRE FIGHTERS SOC 33-2011

**BNAS Job Titles:** Firefighter: Lead Firefighter,  
& Firefighter (HAZ MATL TECH)

**Number of Affected Workers:** 40

**Training Requirements:** Long-term on-the-job training

**Wages:** BNAS: Average \$38,542; Range \$27,569-47,901  
State: 2004 Average \$14.01 or \$29,140

### Largest Employing Industries:

Employment	Industry
Confidential	Public Administration-Municipal Government
Confidential	Accommodation
Confidential	Professional & Technical Services
Confidential	Transportation Equipment Manufacturing

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	1,770	Total	103
Year 2012	2,294	Due to Growth	52
Net Change	524	Due to Replacement	51
Percent Change	29.6%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	174	17.3%
Southern	739	13.1
Western	217	4.4

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
33-2022	Forest Fire Inspectors & Prevention Specialists	91	-1.1%	\$18.74	Work experience
33-2021	Fire Inspectors & Investigators	58	5.2	16.11	Work experience
33-3031	Fish & Game Wardens	129	1.6	17.89	Long-term OJT
33-9032	Security Guards	2,629	7.7	10.36	Short-term OJT
53-3032	Truck Drivers, Heavy & Tractor-Trailer	11,195	9.5	14.56	Moderate OJT

## MATCHED OCCUPATION: TEACHER ASSISTANTS SOC 25-9041

**BNAS Job Titles:** Ed Aide (CDC) GSE02-GSE03-GSE04,  
Lead Ed Tech (CDC) GSE05,  
Ed Tech (CDC) GSE04  
Education Technician

**Number of Affected Workers:** 38

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$16,048; Range \$10,025-34,352  
State: 2004 Average \$23,593

### Largest Employing Industries:

Employment	Industry
7,297	Educational Services
617	Social Assistance
84	Membership Organizations
Confidential	Ambulatory Health Care
Confidential	Management of Companies
Confidential	Nursing and Residential Care Facilities
Confidential	Public Administration

### Maine Employment Forecast:

Year 2002	8,065	Average Annual Openings:	
Year 2012	8,751	Total	225
Net Change	686	Due to Growth	69
Percent Change	8.5%	Due to Replacement	156

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	913	7.3%
Southern	2,770	13.1
Western	1,245	4.4

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
33-2021	Fire Inspectors & Investigators	58	5.2%	\$16.11	Work experience
25-1191	Graduate Teaching Assistants	861	26.4	16,140	Bachelor's Degree
25-1194	Vocational Education Teachers Postsecondary	325	26.8	19.60	Work experience
29-2051	Dietetic Technician	162	24.1	12.39	Moderate OJT

## MATCHED OCCUPATION: RETAIL SALESPERSONS SOC 41-2031

**BNAS Job Title:** Sales Clerk

**Number of Affected Workers:** 31

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$16,600; Range \$12,376-36,418  
State: 2004 Average \$10.83 or \$22,526

### Largest Employing Industries:

Employment	Industry
4,082	General Merchandise Stores
2,980	Clothing and Clothing Accessories Stores
1,947	Sporting Goods/Hobby/Book/Music Stores
1,777	Miscellaneous Retailers
1,761	Building Material & Garden Supply Stores
1,441	Motor Vehicle and Parts Dealers
867	Furniture and Home Furnishings
698	Nonstore Retailers
431	Food and Beverage Stores
353	Health and Personal Care Stores

### Maine Employment Forecast:

Year 2002	19,240	<b>Average Annual Openings:</b>	
Year 2012	20,669	Total	842
Net Change	1,429	Due to Growth	143
Percent Change	7.4%	Due to Replacement	699

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	1,476	15.7%
Southern	8,699	10.0
Western	2,265	8.1

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
41-2021	Counter & Rental Clerks	1,610	20.9%	\$9.82	Short-term OJT
53-3031	Driver/Sales Workers	1,704	0.1	14.83	Short-term OJT

## MATCHED OCCUPATION: STOCK CLERKS & ORDER FILLERS SOC 43-5081

**BNAS Job Titles:** Store Worker,  
Supply Tech,  
Supply Tech (OA),  
Inventory Technician,  
Chargeback Clerk,  
Lead Supply Clerk,  
General Supply Spec,  
Supply Technician,  
Inventory Mgmt Spec,  
Supply Clerk

**Number of Affected Workers:** 28

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$28,376; Range \$16,223-57,280  
State: 2004 Average \$10.53 or \$21,902

### Largest Employing Industries:

Employment	Industry
2,414	Food & Beverage Stores
1,101	General Merchandise Stores
666	Merchant Wholesalers, Nondurable Goods
257	Merchant Wholesalers, Durable Goods
213	Building Materials & Garden Supply Stores
118	Hospitals
106	Warehousing & Storage

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	6,840	Total 253
Year 2012	6,404	Due to Growth 0
Net Change	-436	Due to Replacement 253
Percent Change	-6.4%	

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	522	2.1%
Southern	2,824	-3.0
Western	876	-8.2

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
43-4041	Credit Authorizers, Checkers, and Clerks	98	-3.1%	\$12.71	Short-term OJT
43-9051	Mail Clerks & Machine Operators, X Post Office	752	-6.0	10.83	Short-term OJT
49-2011	Computer, Automated Teller, Office Mach. Repair	589	13.1	16.25	Postsecondary voc



## MATCHED OCCUPATION: MAIDS & HOUSEKEEPING CLEANERS SOC 37-2012

**BNAS Job Titles:** Housekeeping Aid,  
Room Attendant

**Number of Affected Workers:** 24

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$8.69; Range \$8.61-9.26  
State: 2004 Average \$8.68

### Largest Employing Industries:

Employment	Industry
2,624	Accommodation
1,107	Private Households
786	Nursing & Residential Care Facilities
709	Hospitals
405	Administrative & Support Services
144	Food Services & Drinking Places
126	Membership Organizations & Associations
104	Amusement, Gambling & Recreation
94	Real Estate
71	Ambulatory Health Care Services

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	8,128	Total 279
Year 2012	9,205	Due to Growth 108
Net Change	1,077	Due to Replacement 171
Percent Change	13.3%	

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	1,020	17.6%
Southern	3,245	17.5
Western	853	10.0

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-2011	Cooks, Fast Food	2,051	4.5%	\$8.22	Short-term OJT
35-9011	Dining Room & Cafeteria Attendants	1,495	13.0	7.60	Short-term OJT
35-9021	Dishwashers	3,360	4.3	7.42	Short-term OJT
47-2042	Floor Layers, Except Carpet, Wood, & Hard Tiles	16	0.0	n/a	Moderate OJT
53-7064	Packers & Packagers, Hand	3,386	6.7	8.74	Short-term OJT

## MATCHED OCCUPATION: POLICE & SHERIFF'S PATROL OFFICERS SOC 33-3051

**BNAS Job Titles:** Lead Police Officer,  
Police Officer,  
Supervisor Police Officer

**Number of Affected Workers:** 23

**Training Requirements:** Long-term on-the-job training

**Wages:** BNAS: Average \$36,415; Range \$31,093-52,226  
State: 2004 Average \$16.97 or \$35,297

### Largest Employing Industries:

Employment	Industry
Confidential	Public Administration
Confidential	Educational Services

### Maine Employment Forecast:

Year 2002	2,060	<b>Average Annual Openings:</b>	
Year 2012	2,743	Total	121
Net Change	683	Due to Growth	68
Percent Change	33.2%	Due to Replacement	53

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	188	49.5%
Southern	799	38.8
Western	239	30.1

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
33-2021	Fire Inspectors & Investigators	58	5.2%	\$16.11	Work experience
33-2022	Forest Fire Inspectors & Prevention Specialists	91	-1.1	18.74	Work experience
33-3012	Correctional Officers & Jailers	1,379	19.6	12.79	Moderate OJT
33-3031	Fish & Game Wardens	129	1.6	17.89	Long-term OJT
33-9021	Private Detectives & Investigators	161	16.8	17.37	Work experience
33-9032	Security Guards	2,629	7.7	10.36	Short-term OJT

## MATCHED OCCUPATION: AMUSEMENT & RECREATION ATTENDANTS SOC 39-3091

**BNAS Job Titles:** Rec Aid,  
Rec Assistant

**Number of Affected Workers:** 22

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$11,341; Range \$7,800-26,839  
State: 2004 Average \$8.90 or \$18,512

### Largest Employing Industries:

Employment	Industry
544	Amusement, Gambling & Recreation Industry
81	Accommodation
48	Performing Arts & Spectator Sports
Confidential	Educational Services
Confidential	Public Administration

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	853	Total	54
Year 2012	1,144	Due to Growth	29
Net Change	291	Due to Replacement	25
Percent Change	34.1%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	81	48.1%
Southern	366	34.2
Western	159	35.2

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-3011	Bartenders	2,577	4.1%	\$8.56	Short-term OJT
35-3021	Combined Food Preparation & Serving Workers	10,726	21.2	7.91	Short-term OJT
35-3031	Waiters & Waitresses	10,121	15.7	8.33	Short-term OJT
39-5012	Hairdressers, Hairstylists, & Cosmetologists	3,037	14.1	10.78	Postsecondary Voc
39-6021	Tour Guide (MEIG)s & Escorts	254	31.1	7.92	Moderate OJT
41-2021	Counter & Rental Clerks	1,610	20.9	9.82	Short-term OJT
41-2031	Retail Salespersons	19,240	7.4	10.83	Short-term OJT
53-6031	Service Station Attendants	1,195	6.7	8.05	Short-term OJT

## MATCHED OCCUPATION: OFFICE CLERKS, GENERAL SOC 43-9061

**BNAS Job Titles:** Misc. Clerk/Asst,  
Medical Support Asst OA,  
Operations Clerk,  
Support Svc Asst OA,  
Comp Asst,  
Housing Referral Asst,  
Admin Asst (OA),  
Comm Clerk (OA),  
Clerk,  
Office Clerk (Vet Clinic),  
Support Clerk

**Number of Affected Workers:** 17

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$27,084; Range \$9,360-44,395  
State: 2004 Average \$10.94 or \$22,755

### Largest Employing Industries:

Employment	Industry
867	Professional & Technical Services
618	Ambulatory Health Care Services
603	Specialty Trade Contractors
576	Administrative & Support Services
555	Real Estate
485	Construction of Buildings
413	Hospitals
411	Management of Companies & Enterprises
379	Merchant Wholesalers, Durable Goods

### Maine Employment Forecast:

Year 2002	11,981	Average Annual Openings:	
Year 2012	12,323	Total	299
Net Change	342	Due to Growth	34
Percent Change	2.9%	Due to Replacement	265

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	1,047	7.4%
Southern	4,991	6.9
Western	1,497	-0.7

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
43-3061	Procurement Clerks	225	-7.6%	\$15.55	Short-term OJT
43-4131	Loan Interviewers & Clerks	648	-20.1	13.14	Short-term OJT
43-4171	Receptionists & Information Clerks	3,901	23.4	10.25	Short-term OJT
43-6014	Secretaries, except Legal, Medical, Executive	9,420	-6.1	12.11	Moderate OJT
43-9022	Word Processors & Typists	1,540	-45.5	11.32	Moderate OJT
43-9041	Insurance Claims & Policy Clerks	1,154	-2.4	12.88	Moderate OJT

## MATCHED OCCUPATION: GENERAL & OPERATIONS MANAGERS SOC 11-1021

**BNAS Job Titles:** Business Management Spec,  
Business Management Supervisor,  
Business Activities Manager,  
Store Div. Mgr,  
Supervisor Rec Specialist,  
Operations Service Mgr,  
MWR Director Storefront,  
Department Manager,  
Supervisor Rec Specialist/Asst,  
General Mgr,  
Com Store Officer,  
Grocery Manager,  
Asst Comm Store Officer

**Number of Affected Workers:** 16

**Training Requirements:** Bachelor's degree plus work experience

**Wages:** BNAS: Average \$52,768; Range \$32,500-81,900  
State: 2004 Average \$35.93 or \$74,734

### **Largest Employing Industries:**

Employment	Industry
544	Food & Beverage Stores
479	Merchant Wholesalers, Durable Goods
454	Motor Vehicle & Parts Dealers
449	Professional & Technical Services
412	Administrative & Support Services
409	Specialty Trade Contractors
401	Food Services
394	Educational Services
378	Amusement, Gambling & Recreation Industry
302	Management of Companies & Enterprises

### **Maine Employment Forecast:**

		Average Annual Openings:	
Year 2002	11,288	Total	376
Year 2012	12,918	Due to Growth	163
Net Change	1,630	Due to Replacement	213
Percent Change	14.4%		

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	1,006	21.1%
Southern	4,619	18.1
Western	1,535	10.7

**Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG)**  
**Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
No Related Occupations					

## MATCHED OCCUPATION: CASHIERS SOC 41-2011

**BNAS Job Titles:** Cashier,  
Cashier Checker,  
Central Cashier,  
Supervisory Cashier

**Number of Affected Workers:** 14

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$22,053; Range \$12,376-28,536  
State: 2004 Average \$8.22 or \$17,097

### Largest Employing Industries:

Employment	Industry
4,895	Food & Beverage Stores
3,560	Gasoline Stations
1,894	General Merchandise Stores
1,173	Health & Personal Care Stores
850	Building Material & Garden Supply Stores
724	Food Services & Drinking Places
716	Miscellaneous Store Retailers
615	Sporting Goods/Hobby/Book/Music Stores
485	Rental & Leasing Services
471	Clothing & Clothing Accessories Stores

### Maine Employment Forecast:

Year 2002	17,616	Average Annual Openings:	
Year 2012	20,017	Total	1,097
Net Change	2,401	Due to Growth	240
Percent Change	13.6%	Due to Replacement	857

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	1,662	23.9%
Southern	6,375	17.4
Western	2,342	12.1

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-3021	Combined Food Preparation & Serving Workers	10,726	21.2%	\$7.91	Short-term OJT
41-2021	Counter & Rental Clerks	1,610	20.9	9.82	Short-term OJT
41-2022	Parts Salespersons	1,689	0.8	12.48	Moderate OJT
43-4171	Receptionists & Information Clerks	3,901	23.4	10.25	Short-term OJT
43-5051	Postal Service Clerks	654	-9.5	20.32	Short-term OJT

## MATCHED OCCUPATION: JANITORS & CLEANERS SOC 37-2011

**BNAS Job Titles:** Custodial Worker,  
Janitor,  
Maintenance Worker/Janitor

**Number of Affected Workers:** 12

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$8.61 hourly, \$18,602 salary; Ranges \$7.92-9.26 and \$17,908-19,344  
State: 2004 Average \$10.39 or \$21,611

### **Largest Employing Industries:**

Employment	Industry
2,770	Educational Services
2,179	Administrative & Support Services
685	Membership Organizations & Associations
542	Food Services & Drinking Places
315	Hospitals
312	Social Assistance
194	Accommodation
182	Professional & Technical Services
179	Nursing & Residential Care Facilities

### **Maine Employment Forecast:**

Year 2002	10,582	Average Annual Openings:	
Year 2012	11,821	Total	325
Net Change	1,239	Due to Growth	124
Percent Change	11.7%	Due to Replacement	201

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	1,064	19.8%
Southern	4,111	16.7
Western	1,355	7.0

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
37-3011	Landscaping & Groundskeeping Workers	5,198	23.6%	\$9.98	Short-term OJT
47-3011	Helpers-Brickmasons, Blockmasons, Stonemasons	259	-12.4	13.24	Short-term OJT
47-3015	Helpers-Pipelayers, Plumbers, Pipefitters, Steamfitters	196	-10.2	11.24	Short-term OJT
49-3022	Automotive Glass Installers & Repairers	87	17.2	15.22	Long-term OJT
49-9011	Mechanical Door Repairers	52	21.2	12.86	Moderate OJT
49-9098	Helpers-Installation, Maintenance, & Repair Workers	381	17.8	11.84	Short-term OJT

## MATCHED OCCUPATION: POLICE, FIRE & AMBULANCE DISPATCHERS SOC 43-5031

**BNAS Job Title:** Public Safety Dispatcher

**Number of Affected Workers:** 11

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$32,158; Range \$27,569-39,439  
State: 2004 Average \$13.61 or \$28,308

### Largest Employing Industries:

Employment	Industry
17	Hospitals
Confidential	Educational Services
Confidential	Public Administration

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	654	Total	26
Year 2012	773	Due to Growth	12
Net Change	119	Due to Replacement	14
Percent Change	18.2%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	61	31.1%
Southern	246	22.0
Western	83	15.7

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
41-2021	Counter & Rental Clerks	1,610	20.9%	\$9.82	Short-term OJT
43-3011	Bill & Account Collectors	2,012	18.0	13.63	Short-term OJT
43-4041	Credit Authorizers, Checkers, & Clerks	98	-3.1	12.71	Short-term OJT
43-4181	Reservation Ticket Agents & Travel Clerks	278	9.4	11.37	Short-term OJT



## MATCHED OCCUPATION: FIRST-LINE SUPERVISORS/MANAGERS OF RETAIL SALES WORKERS 41-1011

**BNAS Job Titles:** Supervisory Sales Clerk,  
Uniform CNTR Manager,  
Produce Manager,  
Sales Checker Supervisor,  
Lead Sales Checker

**Number of Affected Workers:** 9

**Training Requirements:** Work experience in related occupation

**Wages:** BNAS: Average \$28,178 salary; Range \$20,888-40,980  
State: 2004 Average \$15.58 or \$32,406

### **Largest Employing Industries:**

Employment	Industry
1,109	Food & Beverage Stores
667	Gasoline Stations
573	General Merchandise Stores
571	Motor Vehicle & Parts Dealers
549	Clothing & Clothing Accessories Stores
535	Sporting Goods/Hobby/Book/Music
467	Miscellaneous Store Retailers
432	Building Material & Garden Supply Stores
305	Health & Personal Care Stores
301	Furniture & Home Furnishings Stores

### **Maine Employment Forecast:**

Year 2002	9,519	<b>Average Annual Openings:</b>	
Year 2012	10,950	Total	314
Net Change	1,431	Due to Growth	143
Percent Change	15.0%	Due to Replacement	171

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	819	25.4%
Southern	3,881	18.2
Western	1,137	14.1

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-2022	Sales Managers	1,214	21.3%	\$36.96	Bachelor's degree
11-3061	Purchasing Managers	538	1.9	30.60	Bachelor's degree
11-9051	Food Service Managers	1,980	12.5	20.45	Work experience
11-9081	Lodging Managers	613	4.4	21.13	Work experience
11-9141	Property, Real Estate, & Community Assoc. Mgr	736	18.3	21.36	Bachelor's degree
13-1011	Agents & Business Mgrs. of Artists, Performers,	41	58.5	13.23	Bachelor's degree
13-1073	Training & Development Specialists	1,180	20.9	22.59	Bachelor's degree

## MATCHED OCCUPATION: LABORERS & FREIGHT STOCK, & MATERIAL MOVERS, HAND SOC 53-7062

**BNAS Job Titles:** Materials Handler,  
Warehouse Worker

**Number of Affected Workers:** 9

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$17.65 per hour and \$19,902 salary; Range \$16.26-19.74 & \$16,442-21,632  
State: 2004 Average \$10.33 or \$21,486

### **Largest Employing Industries:**

Employment	Industry
1,439	Administrative & Support Services
700	Merchant Wholesalers, Nondurable Goods
600	General Merchandise Stores
568	Food & Beverage Stores
455	Merchant Wholesalers, Durable Goods
382	Building Material & Garden Supply Stores
354	Paper Manufacturing
261	Wood Products Manufacturing
256	Warehousing & Storage
247	Truck Transportation

### **Maine Employment Forecast:**

		Average Annual Openings:
Year 2002	7,942	Total 260
Year 2012	7,596	Due to Growth 0
Net Change	-346	Due to Replacement 260
Percent Change	-4.4%	

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	504	3.2%
Southern	3,081	0.7
Western	1,107	-8.9

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Change 2012	Percent Ave. Wage	Maine Training Required
51-3011	Bakers	764	15.3%	\$10.51	Long-term OJT
51-5012	Bookbinders	20	-5.0	13.67	Moderate OJT
53-7064	Packers & Packagers, Hand	3,386	6.7	8.74	Short-term OJT

## MATCHED OCCUPATION: BOOKKEEPING, ACCOUNTING, & AUDITING CLERKS SOC 43-3031

**BNAS Job Titles:** Supervisory Voucher Examiner,  
Voucher Examiner,  
Budget Asst,  
General Accounting Clerk,  
Budget Tech

**Number of Affected Workers:** 8

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$33,449; Range \$18,296-40,199  
State: 2004 Average \$13.52 or \$28,121

### **Largest Employing Industries:**

Employment	Industry
713	Professional & Technical Services
538	Management of Companies & Enterprises
445	Credit Intermediation & Related Activity
375	Motor Vehicle & Parts Dealers
320	Miscellaneous Store Retailers

### **Maine Employment Forecast:**

Year 2002	9,350	<b>Average Annual Openings:</b>	
Year 2012	9,581	Total	184
Net Change	51	Due to Growth	5
Percent Change	0.5%	Due to Replacement	179

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	790	9.4%
Southern	3,892	4.5
Western	1,284	-2.7

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
43-3021	Billing & Posting Clerks	2,514	5.5%	\$11.88	Moderate OJT
43-4011	Brokerage Clerks	128	-6.3	14.03	Moderate OJT
43-4131	Loan Interviewers & Clerks	648	-20.1	13.14	Short-term OJT
43-6014	Secretaries, Except Legal, Medical, Executive	9,420	-6.1	12.11	Moderate OJT
43-9061	Office Clerks, General	11,981	2.9	10.94	Short-term OJT

## MATCHED OCCUPATION: COMBINED FOOD PREPARATION & SERVING WORKERS, INCLUDING FAST FOOD SOC 35-3021

**BNAS Job Titles:** Food Service Worker,  
Snack Bar Operator

**Number of Affected Workers:** 8

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$7.88 hourly and \$24,793 salary; Range \$7.29-9.26 and \$24,793  
State: 2004 Average 7.91 or \$16,452

### **Largest Employing Industries:**

Employment	Industry
7,784	Food Services & Drinking Places
794	Gasoline
670	Food & Beverage Stores
190	Amusement, Gambling & Recreation Industry
154	Food Manufacturing
92	Nursing & Residential Care Facilities

### **Maine Employment Forecast:**

		Average Annual Openings:
Year 2002	10,726	
Year 2012	13,000	Total 692
Net Change	2,274	Due to Growth 227
Percent Change	21.2%	Due to Replacement 465

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	992	30.7%
Southern	4,406	25.8
Western	1,426	17.4

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-2015	Cooks, Short Order	1,807	6.9%	\$8.79	Short-term OJT
35-2021	Food Preparation Workers	6,228	18.1	8.65	Short-term OJT
35-3011	Bartenders	2,577	4.1	8.56	Short-term OJT
35-3022	Counter Attendants, Cafeteria, Food Concession	1,983	17.5	7.90	Short-term OJT
35-3031	Waiters & Waitresses	10,121	15.7	8.33	Short-term OJT
35-3041	Food Servers, Nonrestaurant	1,092	6.7	8.57	Short-term OJT
35-9011	Dining Room & Cafeteria Attendants	1,495	13.0	7.60	Short-term OJT
41-2011	Cashiers	17,616	13.6	8.22	Short-term OJT
41-2021	Counter & Rental Clerks	1,610	20.9	9.82	Short-term OJT

## MATCHED OCCUPATION: BUSINESS OPERATIONS SPECIALISTS, ALL OTHER SOC 13-1199

**BNAS Job Titles:** Health Systems Specialists,  
Spec,  
CAO,  
Supv Hlth Sys Spec

**Number of Affected Workers:** 7

**Training Requirements:** Bachelor's degree

**Wages:** BNAS: Average \$48,548; Range \$38,703-64,019  
State: 2004 Average \$23.83 or \$49,566

### **Largest Employing Industries:**

Employment	Industry
510	Professional & Technical Services
318	Membership Organizations & Associations
205	Educational Services
184	Insurance Carriers & Related Activities
141	Credit Intermediation & Related Activity
132	Management of Companies & Enterprises
81	Hospitals
72	Ambulatory Health Care Services
55	Social Assistance

### **Maine Employment Forecast:**

		Average Annual Openings:
Year 2002	3,161	Total 139
Year 2012	4,009	Due to Growth 85
Net Change	848	Due to Replacement 54
Percent Change	26.8%	

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	277	39.7%
Southern	1,382	31.3
Western	328	25.9

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
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Data is not collected for this "residual" (also called "all other") occupational title. It is made up of different types of occupations with a wide range of characteristics.

## MATCHED OCCUPATION: CUSTOMER SERVICE REPRESENTATIVES SOC 43-4051

**BNAS Job Titles:** Customer Service Clerk,  
Services Operations Clerk,  
Lead Customer Service Clerk

**Number of Affected Workers:** 7

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$17,407; Range \$14,144-25,797  
State: 2004 Average \$13.42 or \$27,913

### Largest Employing Industries:

Employment	Industry
1,474	Insurance Carriers & Related Activities
855	Credit Intermediation & Related Activity
661	Professional & Technical Services
592	Administrative & Support Services
469	Nonstore Retailers
317	General Merchandise Stores
183	Management of Companies & Enterprises
129	Ambulatory Health Care Services
129	Merchant Wholesalers, Nondurable Goods
109	Publishing Industries

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	7,173	Total	203
Year 2012	8,133	Due to Growth	96
Net Change	960	Due to Replacement	107
Percent Change	13.4%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	629	22.4%
Southern	3,449	15.5
Western	910	15.1

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
41-2021	Counter & Rental Clerks	1,610	20.9%	\$9.82	Short-term OJT
41-2031	Retail Salespersons	19,240	7.4	10.83	Short-term OJT
43-9041	Insurance Claims & Policy Processing Clerks	1,154	-2.4	12.88	Moderate OJT

## MATCHED OCCUPATION: RECREATION WORKER SOC 39-9032

**BNAS Job Titles:** Rec Specialist,  
Liberty Coordinator,  
Fitness Wellness Director,  
Supv Rec Spec,

**Number of Affected Workers:** 6

**Training Requirements:** Bachelor's degree

**Wages:** BNAS: Average \$43,129; Range \$32,473-55,595  
State: 2004 Average \$10.38 or \$21,590

### Largest Employing Industries:

Employment	Industry
258	Nursing & Residential Care Facilities
140	Social Assistance
136	Membership Organizations & Associations
50	Amusement, Gambling & Recreation Industry
21	Hospitals
5	Real Estate
Confidential	Accommodation
Confidential	Ambulatory Health Care Services
Confidential	Broadcasting (except Internet)
Confidential	Educational Services

### Maine Employment Forecast:

Year 2002	1,081	Average Annual Openings:	
Year 2012	1,376	Total	55
Net Change	295	Due to Growth	30
Percent Change	27.3%	Due to Replacement	35

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	101	40.6%
Southern	398	33.7
Western	141	23.4

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-9151	Social & Community Service Managers	1,211	32.4%	\$21.55	Bachelor's degree
13-1121	Meeting & Convention Planners	128	21.9	16.09	Bachelor's degree
25-2011	Preschool Teachers, Except Special Education	1,726	16.9	10.78	Postsecondary voc
35-1012	First-Line Supvs/Mgrs of Food Prep. & Serving	3,324	11.8	11.46	Work experience
39-1021	First-Line Supvs/Mgrs of Personal Service Wkrs	745	36.9	14.40	Work experience

## MATCHED OCCUPATION: OPERATING ENGINEERS & OTHER CONSTRUCTION EQUIPMENT OPERATORS SOC 47-2073

**BNAS Job Titles:** Engineering Equipment Operator  
Engineering Equipment Supervisor

**Number of Affected Workers:** 6

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$20.65; Range \$17.45-24.97  
State: 2004 Average \$14.51

### **Largest Employing Industries:**

Employment	Industry
554	Specialty Trade Construction
360	Heavy & Civil Engineering Construction
125	Forestry & Logging
97	Construction of Buildings
Confidential	Public Administration
Confidential	Truck Transportation

### **Maine Employment Forecast:**

Year 2002	1,653	<b>Average Annual Openings:</b>	
Year 2012	1,720	Total	50
Net Change	67	Due to Growth	7
Percent Change	4.1%	Due to Replacement	43

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	211	9.5%
Southern	473	8.7
Western	185	-0.5

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
47-2061	Construction Laborers	3,993	3.9%	\$11.24	Moderate OJT
49-3042	Mobile Heavy Equipment Mechanics, X Engines	770	7.7	17.37	Postsecondary voc
49-3051	Motorboat Mechanics	528	32.4	16.98	Long-term OJT
49-3053	Outdoor Power Equipment Mechanics	311	28.3	11.50	Moderate OJT
51-7042	Woodworking Machine Setters, Operators	1,266	-24.0	11.10	Moderate OJT
51-9022	Grinding & Polishing Workers, Hand	101	1.0	11.60	Moderate OJT



## MATCHED OCCUPATION: CHILD CARE WORKERS SOC 39-9011

**BNAS Job Titles:** Educational Aid,  
Education Technician (child care)

**Number of Affected Workers:** 6

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$30,531; Range \$29,568-32,064  
State: 2004 Average \$9.04 or \$18,803

### Largest Employing Industries:

Employment	Industry
1,147	Social Assistance
403	Nursing & Residential Care Facilities
350	Private Households
268	Membership Organizations & Associations

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	6,689	Total 301
Year 2012	7,877	Due to Growth 119
Net Change	1,188	Due to Replacement 182
Percent Change	17.8%	

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	823	21.9%
Southern	2,684	22.1
Western	861	16.7

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
31-1011	Home Health Aides	4,991	40.6%	\$9.14	Short-term OJT
39-9021	Personal & Home Care Aides	4,853	54.6	8.62	Short-term OJT

## MATCHED OCCUPATION: INDUSTRIAL TRUCK & TRACTOR OPERATORS SOC 53-7051

**BNAS Job Titles:** Forklift Operator,  
Forklift Oper Ldr,  
Tractor Operator,  
Motor Vehicle OPR/WHSE Worker

**Number of Affected Workers:** 6

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$15.43 hourly and \$22,984 salary; Range \$12.32-19.27 and \$22,984  
State: 2004 Average \$13.15 or \$27,352

### Largest Employing Industries:

Employment	Industry
374	Paper Manufacturing
251	Wood Products Manufacturing
185	Building Material & Garden Supply Stores
141	Merchant Wholesalers, Durable Goods
132	Waste Management & Remediation Service
97	Merchant Wholesalers, Nondurable Goods
83	Administrative & Support Services
70	Food Manufacturing
62	Nonmetallic Mineral Product Mfg.
62	Truck Transportation

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	2,742	Total	52
Year 2012	2,723	Due to Growth	0
Net Change	-19	Due to Replacement	52
Percent Change	-0.7%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	149	6.7%
Southern	1,142	6.8
Western	457	-8.1

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
37-2011	Janitors & Cleaners, x Maids & Housekeeping	10,582	11.7%	\$10.39	Short-term OJT
47-2121	Glaziers	96	4.2	13.71	Long-term OJT
53-7081	Refuse & Recyclable Material Collectors	761	4.7	10.34	Short-term OJT

## MATCHED OCCUPATION: MANAGEMENT ANALYSTS SOC 13-1111

**BNAS Job Titles:** Mgmt & Prog Analyst,  
Mgmt Analyst

**Number of Affected Workers:** 5

**Training Requirements:** Bachelor's degree plus work experience

**Wages:** BNAS: Average \$61,204; Range \$41,772-72,688  
State: 2004 Average \$26.82 or \$55,785

### Largest Employing Industries:

Employment	Industry
237	Professional & Technical Services
28	Management of Companies & Enterprises
14	Administrative & Support Services
10	Hospitals
Confidential	Educational Services
Confidential	Financial Investment & Related Activity

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	1,760	Total
Year 2012	2,048	53
Net Change	288	Due to Growth
Percent Change	16.4%	Due to Replacement
		24

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	113	26.5%
Southern	955	18.4
Western	159	21.4

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-3011	Administrative Services Managers	1,065	11.2%	\$25.55	Bachelor's degree
11-3061	Purchasing Managers	538	1.9	30.60	Bachelor's degree
11-9141	Property, Real Estate, & Community Assoc Mgrs	736	18.3	21.36	Bachelor's degree
13-1073	Training & Development Specialists	1,180	20.9	22.59	Bachelor's degree

## MATCHED OCCUPATION: ENVIRONMENTAL SCIENCE & PROTECTION TECHNICIANS, INCLUDING HEALTH SOC 19-4091

**BNAS Job Titles:** Environmental Protection Specialist,  
Environmental Protection Assistant

**Number of Affected Workers:** 5

**Training Requirements:** Associates degree

**Wages:** BNAS: Average \$49,395; Range \$36,426-66,632  
State: 2004 Average \$14.49 or \$30,139

### **Largest Employing Industries:**

Employment	Industry
90	Professional & Technical Services
Confidential	Educational Services
Confidential	Fabricated Metal Product Manufacturing
Confidential	Management of Companies & Enterprises
Confidential	Nonmetallic Mineral Product Mfg.
Confidential	Paper Manufacturing
Confidential	Public Administration
Confidential	Transportation Equipment Manufacturing
Confidential	Waste Management & Remediation Service
Confidential	Wood Products Manufacturing

### **Maine Employment Forecast:**

	2002	Average Annual Openings:
Year 2002	200	Total 11
Year 2012	259	Due to Growth 6
Net Change	59	Due to Replacement 5
Percent Change	29.5%	

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	12	41.7%
Southern	83	37.3
Western	20	20.0

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
19-2031	Chemists	158	-3.2%	\$22.78	Bachelor's degree
19-4031	Chemical Technician	82	3.7	16.42	Associate degree
29-9010	Occupational Health & Safety Specialists	252	13.1	n/a	Bachelor's degree
33-9021	Private Detectives & Investigators	161	16.8	17.37	Work experience

## MATCHED OCCUPATION: OCCUPATIONAL HEALTH & SAFETY SPECIALISTS SOC 29-9011

**BNAS Job Titles:** Safety & Occupational Health Specialist,  
Safety & Occupational  
Health Program Manager

**Number of Affected Workers:** 5

**Training Requirements:** Associates degree

**Wages:** BNAS: Average \$57,048; Range \$45,948-79,237  
State: 2004 Average \$25.84 or \$53,747

### Largest Employing Industries:

Employment	Industry
Not available	

### Maine Employment Forecast:

Year 2002	252	<b>Average Annual Openings:</b>	
Year 2012	285	Total	9
Net Change	33	Due to Growth	3
Percent Change	13.1%	Due to Replacement	6

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	24	12.5%
Southern	95	22.1
Western	28	3.6

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
33-2021	Fire Inspectors & Investigators	58	5.2%	\$16.11	Work experience
33-9021	Private Detectives & Investigators	161	16.8	17.37	Work experience

## MATCHED OCCUPATION: FIRST-LINE SUPERVISORS/ MANAGERS OF POLICE & DETECTIVES SOC 33-1012

**BNAS Job Title:** Supervisor Police Officer

**Number of Affected Workers:** 5

**Training Requirements:** Work experience in a related occupation

**Wages:** BNAS: Average \$42,306; Range \$38,514-45,428  
State: 2004 Average \$24.60 or \$51,168

### **Largest Employing Industries:**

Employment	Industry
Confidential	Educational Services
Confidential	Public Administration

### **Maine Employment Forecast:**

Year 2002	423	<b>Average Annual Openings:</b>	
Year 2012	513	Total	23
Net Change	90	Due to Growth	9
Percent Change	21.3%	Due to Replacement	14

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	33	36.4%
Southern	145	26.2
Western	41	17.1

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-9051	Food Service Managers	1,980	12.5%	\$20.45	Work experience
11-9081	Lodging Managers	613	4.4	21.13	Work experience
23-1023	Judges, Magistrates Judges, & Magistrates	82	2.4	43.71	Bachelor's degree + w/e
39-9032	Recreation Workers	1,081	27.3	10.38	Bachelor's degree

## MATCHED OCCUPATION: BARBERS SOC 39-5011

**BNAS Job Titles:** Barber,  
Barber Leader

**Number of Affected Workers:** 5

**Training Requirements:** Postsecondary vocational award

**Wages:** BNAS: Average \$24,886; Range \$19,662-29,224  
State: 2004 Average not available

### Largest Employing Industries:

Employment	Industry
Confidential	Self Employment
Confidential	Personal Services-Barber Shops

### Maine Employment Forecast:

Year 2002	357	Average Annual Openings:	
Year 2012	382	Total	13
Net Change	25	Due to Growth	3
Percent Change	7.0%	Due to Replacement	10

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	35	11.4
Southern	201	8.5
Western	39	0.0

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-2011	Cooks, Fast Food	2,051	4.5%	\$8.22	Short-term OJT
35-2012	Cooks, Institution & Cafeteria	2,331	-2.3	10.40	Moderate OJT
35-2015	Cooks, Short Order	1,807	6.9	8.79	Short-term OJT
35-3022	Counter Attendants, Cafeteria, Food Concess	1,983	17.5	7.90	Short-term OJT
39-5092	Manicurists & Pedicurists	19	21.1	9.54	Postsecondary voc
41-2021	Counter & Rental Clerks	1,610	20.9	9.82	Short-term OJT

## MATCHED OCCUPATION: FIRST-LINE SUPERVISORS/MANAGERS OF OFFICE & ADMINISTRATIVE SUPPORT WORKERS SOC 43-1011

**BNAS Job Titles:** Front Desk Supervisor,  
Retail Store Supervisor,  
Supervisor Inventory Management Specialist  
SUPV GEN Supply Spec,  
SUPV Traffic MGMT Spec

**Number of Affected Workers:** 5

**Training Requirements:** Work experience in a related occupation

**Wages:** BNAS: Average \$42,602; Range \$28,179-52,226  
State: 2004 Average \$15.58 or \$32,406

### **Largest Employing Industries:**

Employment	Industry
631	Credit Intermediation & Related Activity
416	Ambulatory Health Care Services
391	Food & Beverage Stores
335	Professional & Technical Services
294	Insurance Carriers & Related Activities
256	General Merchandise Stores
221	Management of Companies & Enterprises
213	Public Administration
210	Educational Services
185	Hospitals

### **Maine Employment Forecast:**

Year 2002	5,749	<b>Average Annual Openings:</b>	
Year 2012	5,932	Total	141
Net Change	183	Due to Growth	18
Percent Change	3.2%	Due to Replacement	123

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	446	12.3%
Southern	2,341	6.2
Western	802	0.5

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-3011	Administrative Services Managers	1,065	11.2%	\$25.55	Bachelor's degree+w/e
11-3071	Transportation, Storage, Distribution Mgrs	494	12.8	26.95	Work experience
13-1073	Training & Development Specialists	1,180	20.9	22.59	Bachelor's degree
13-1111	Management Analysts	1,760	16.4	26.82	Bachelor's degree+w/e
53-1031	First-Line Supervisors Mgrs Transportation	840	6.4	20.55	Work experience



## MATCHED OCCUPATION: HOTEL, MOTEL & RESORT DESK CLERKS SOC 43-4081

**BNAS Job Title:** Desk Clerk

**Number of Affected Workers:** 5

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$16,787; Range \$14,586-20,060  
State: 2004 Average \$8.47 or \$17,617

### Largest Employing Industries:

Employment	Industry
1,328	Accommodation
Confidential	Administrative & Support Services
Confidential	Amusement, Gambling & Recreation Industry
Confidential	Food Services & Drinking Places

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	1,418	Total	92
Year 2012	1,699	Due to Growth	28
Net Change	281	Due to Replacement	64
Percent Change	19.8%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	183	28.4%
Southern	658	22.9
Western	145	17.2

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-3022	Counter Attendants, Cafeteria, Food Concess	1,983	17.5%	\$7.90	Short-term OJT
35-3041	Food Services, Nonrestaurant	1,092	6.7	8.57	Short-term OJT
39-3031	Ushers, Lobby Attendants, & Ticket Takers	199	28.6	7.75	Short-term OJT
41-2021	Counter & Rental Clerks	1,610	20.9	9.82	Short-term OJT
43-4171	Receptionists & Information Clerks	3,901	23.4	10.25	Short-term OJT

## MATCHED OCCUPATION: WORD PROCESSORS & TYPISTS SOC 43-9022

**BNAS Job Titles:** Office Automation Clerk,  
Office Automation Assistant

**Number of Affected Workers:** 5

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$34,027; Range \$25,462-42,118  
State: 2004 Average \$11.32 or \$23,545

### Largest Employing Industries:

Employment	Industry
160	Ambulatory Health Care Services
129	Administrative & Support Services
40	Professional & technical Services
Confidential	Educational Services
Confidential	Insurance Carriers
Confidential	Management of Companies & Enterprises
Confidential	Nursing & Residential Care
Confidential	Public Administration

### Maine Employment Forecast:

Year 2002	1,540	Average Annual Openings:
Year 2012	839	Total 34
Net Change	-701	Due to Growth 0
Percent Change	-45.5%	Due to Replacement 34

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	98	-37.8%
Southern	403	-42.7
Western	124	-46.8

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
43-4021	Correspondence Clerks	102	-9.8%	\$12.32	Short-term OJT
43-4121	Library Assistants	279	21.5	9.95	Short-term OJT
43-6013	Medical Secretaries	2,064	16.8	13.45	Postsecondary voc
43-6014	Secretaries, Exc. Legal, Medical, Executive	9,420	-6.1	12.11	Moderate OJT
43-9011	Computer Operators	746	-22.7	15.25	Moderate OJT
43-9061	Office Clerk General	11,981	2.9	10.94	Short-term OJT

## MATCHED OCCUPATION: MAINTENANCE REPAIRERS, GENERAL UTILITY SOC 49-9042

**BNAS Job Titles:** Maintenance Mechanic,  
Maintenance Worker

**Number of Affected Workers:** 5

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$15.80 hourly & \$18,793 salary; Range \$11.84-15.80 & \$18,793  
State: 2004 Average \$15.02 or \$31,241

### Largest Employing Industries:

Employment	Industry
566	Real Estate
353	Accommodation
280	Hospitals
262	Amusement, Gambling & Recreation Industry
221	Nursing & Residential Care Facilities
210	Administrative & Support Services
160	Membership Organizations & Associations
139	Special Trade Contractors
138	Merchant Wholesalers, Durable Goods
117	Management of Companies & Enterprises

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	5,426	Total 169
Year 2012	6,080	Due to Growth 65
Net Change	654	Due to Replacement 104
Percent Change	12.1%	

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	537	14.7%
Southern	2,010	20.5
Western	783	5.0

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
47-4021	Elevator Installers & Repairers	276	-5.4%	\$23.21	Long-term OJT
47-2011	Boilermakers	121	-15.7	17.16	Long-term OJT
47-2152	Plumbers, Pipefitters & Steamfitters	2,429	-3.0	19.08	Long-term OJT
47-2221	Structural Iron & Steel Workers	277	1.4	16.70	Long-term OJT
47-3012	Helpers-Carpenters	498	2.2	10.79	Short-term OJT
47-4021	Elevator Installers & Repairers	276	-5.4	23.21	Long-term OJT
51-4121	Welders, Cutters, Solderers & Brazers	1,657	0.6	16.32	Long-term OJT

## MATCHED OCCUPATION: TRANSPORTATION, STORAGE & DISTRIBUTION MANAGERS SOC 11-3071

**BNAS Job Titles:** Supply Management Specialist,  
SUPV MGMT OFFR,  
DEP AIR OPS PROG DIRECTOR

**Number of Affected Workers:** 4

**Training Requirements:** Work experience in a related occupation

**Wages:** BNAS: Average \$71,101; Range \$57,280-84,039  
State: 2004 Average \$26.95 or \$56,056

### **Largest Employing Industries:**

Employment	Industry
73	Truck Transportation
61	Merchant Wholesalers, Nondurable Goods
27	Merchant Wholesalers, Durable Goods
27	Warehousing & Storage
25	Educational Services

### **Maine Employment Forecast:**

Year 2002	494	<b>Average Annual Openings:</b>	
Year 2012	557	Total	16
Net Change	63	Due to Growth	6
Percent Change	12.8%	Due to Replacement	10

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	25	40.0%
Southern	210	17.6
Western	60	6.7

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-3051	Industrial Production Managers	736	-7.3%	\$35.32	Bachelor's degree
11-3061	Purchasing Managers	538	1.9	30.60	Bachelor's + work exp
13-1021	Purchasing Agents & Buyers, Farm Products	99	3.2	21.33	Work experience
13-1111	Management Analysts	1,760	16.4	26.82	Bachelor's + work exp
53-1021	First-Line Sup/Mgr of Helpers, Laborers, etc	659	10.9	18.15	Work experience
53-1031	First-Line Sup/Mgr of Transportation Operators	840	6.4	20.55	Work experience

## MATCHED OCCUPATION: COMPUTER SYSTEMS ANALYSTS SOC 15-1051

**BNAS Job Titles:** Info Tech Spec,  
SUPV Info Tech Spec

**Number of Affected Workers:** 4

**Training Requirements:** Bachelor's degree

**Wages:** BNAS: Average \$65,413 Range \$56,941-69,437  
State: 2004 Average \$28.28 or \$58,822

### Largest Employing Industries:

Employment	Industry
169	Public Administration
164	Management of Companies & Enterprises
159	Professional & Technical Services
81	Administrative & Support Services
64	Hospitals
50	Credit Intermediation & Related Activity

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	1,504	Total 50
Year 2012	1,830	Due to Growth 33
Net Change	326	Due to Replacement 17
Percent Change	21.7%	

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	66	34.8%
Southern	806	24.9
Western	105	15.2

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
15-1021	Computer Programmers	936	-5.4%	\$24.85	Bachelor's degree
15-1041	Computer Support Specialists	1,677	13.2	16.99	Associate degree
15-1081	Network Systems & Data Comm. Analysts	798	18.9	26.56	Bachelor's degree
25-1021	Computer Science Teachers, Postsecondary	171	20.5	47,240	Master's degree
43-9011	Computer Operators	746	-22.7	15.25	Moderate OJT
49-2094	Electrical & Electronics Repairers	427	-10.5	23.42	Postsecondary voc

## MATCHED OCCUPATION: CIVIL ENGINEERS SOC 17-2051

**BNAS Job Titles:** Civil Engineer,  
SUPV Civil Engineer

**Number of Affected Workers:** 4

**Training Requirements:** Bachelor's degree

**Wages:** BNAS: Average \$79,591 Range \$76,837-84,039  
State: 2004 Average \$27.61 or \$57,428

### Largest Employing Industries:

Employment	Industry
809	Professional & Technical Services
160	Public Administration
Confidential	Construction of Buildings
Confidential	Heavy & Civil Engineering Construction

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	1,134	Total	18
Year 2012	1,135	Due to Growth	0
Net Change	1	Due to Replacement	18
Percent Change	0.1%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	98	8.2%
Southern	506	2.0
Western	76	-5.3

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
17-1012	Landscape Architects	90	12.2%	\$27.16	Bachelor's degree
17-2131	Materials Engineers	40	0.0	30.42	Bachelor's degree
17-3013	Mechanical Drafters	799	-18.1	22.36	Postsecondary voc
17-3022	Civil Engineering Technicians	522	0.6	18.83	Associate degree

## MATCHED OCCUPATION: PARALEGALS & LEGAL ASSISTANTS SOC 23-2011

**BNAS Job Titles:** Contact Rep,  
Legal Tech (OA),  
Paralegal Spec

**Number of Affected Workers:** 4

**Training Requirements:** Associate degree

**Wages:** BNAS: Average \$40,728 Range \$38,927-43,164  
State: 2004 Average \$16.71 or \$34,756

### Largest Employing Industries:

Employment	Industry
759	Professional & Technical Services
31	Public Administration
Confidential	Financial Investment & Related Activity
Confidential	Insurance Carriers & Related Activity
Confidential	Management of Companies & Enterprises

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	888	Total	19
Year 2012	1,006	Due to Growth	12
Net Change	118	Due to Replacement	7
Percent Change	13.3%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	59	25.4%
Southern	481	16.4
Western	93	11.8

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
13-2082	Tax Preparers	296	10.1%	\$16.07	Moderate OJT
23-1011	Lawyers	2,727	11.0	39.49	First Professional degree
23-2092	Law Clerks	74	-5.4	18.29	Bachelor's degree
43-4131	Loan Interviewers & Clerks	648	-20.1	13.14	Short-term OJT
43-6012	Legal Secretaries	1,037	2.8	16.04	Postsecondary voc

## MATCHED OCCUPATION: FIRE INSPECTORS & INVESTIGATORS SOC 33-2021

**BNAS Job Titles:** Fire Protection INSP,  
Fire Protection Specialist

**Number of Affected Workers:** 4

**Training Requirements:** Work experience in a related occupation

**Wages:** BNAS: Average \$42,745 Range \$30,731-56,738  
State: 2004 Average \$16.11 or \$33,508

### Largest Employing Industries:

Employment	Industry
Confidential	Public Administration
Confidential	Paper Manufacturing
Confidential	Forestry & Logging

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	58	Total	2
Year 2012	61	Due to Growth	0
Net Change	3	Due to Replacement	2
Percent Change	5.2%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	n/a	n/a
Southern	12	8.3%
Western	n/a	n/a

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
29-9011	Occupational Health & Safety Specialists	252	13.1%	\$25.84	Bachelor's degree
33-3021	Detectives & Criminal Investigators	332	25.9	22.14	Work experience
33-9021	Private Detectives & Investigators	161	16.8	17.37	Work experience



## MATCHED OCCUPATION: PROTECTIVE SERVICE WORKERS, ALL OTHER SOC 33-9099

**BNAS Job Titles:** Security Assistant (OA),  
Security ASST,  
Physical Security SPEC

**Number of Affected Workers:** 4

**Training Requirements:** Short-term on-the-job training

**Wages:** BNAS: Average \$41,018 Range \$30,328-58,965  
State: 2004 Average \$14.17 or \$29,473

### Largest Employing Industries:

Employment	Industry
83	Membership Organizations & Associations
13	Amusement, Gambling & Recreation Industries
Confidential	Accommodation
Confidential	Administrative & Support Services
Confidential	Ambulatory Health Care Services
Confidential	Educational Services
Confidential	General Merchandise Stores
Confidential	Professional & Technical Services
Confidential	Public Administration

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	658	Total	54
Year 2012	741	Due to Growth	8
Net Change	83	Due to Replacement	46
Percent Change	12.6%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	42	28.6%
Southern	255	16.9
Western	50	16.0

**Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG)**  
**Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
No Related Occupations					

## MATCHED OCCUPATION: FIRST-LINE SUPERVISORS/ MANAGERS OF HOUSEKEEPING & JANITORIAL WORKERS SOC 37-1011

**BNAS Job Titles:** Custodial Worker Leader,  
Maintenance Worker Supervisor,  
Executive Housekeeper,  
Lead Housekeeper

**Number of Affected Workers:** 4

**Training Requirements:** Work experience in related occupation

**Wages:** BNAS: Average \$26,637 salary and \$10.21 hr. Range \$21,236-31,137; \$10.21hr  
State: 2004 Average \$14.87 or \$30,929

### Largest Employing Industries:

Employment	Industry
177	Nursing & Residential
87	Social Assistance
39	Amusement, Gambling, & Recreation Industries
39	Membership Organizations & Associations
Confidential	Accommodation
Confidential	Ambulatory Health Care Services

### Maine Employment Forecast:

Year 2002	984	<b>Average Annual Openings:</b>	
Year 2012	1,112	Total	36
Net Change	128	Due to Growth	13
Percent Change	13.0%	Due to Replacement	23

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	104	23.1%
Southern	390	17.2
Western	118	9.3

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
11-9131	Postmasters & Mail Superintendents	390	-9.5%	\$23.30	Work experience
11-9151	Social & Community Service Managers	1,211	32.4	21.55	Bachelor's degree
29-2081	Opticians, Dispensing	155	25.2	15.24	Long-term OJT
35-1012	First-Line Supv/Mgrs of Food Prep Workers	3,324	11.8	11.46	Work experience
35-9031	Hosts & Hostesses, Restaurant, Lounge, etc.	1,513	15.1	8.24	Short-term OJT
39-1021	First-Line Supv/Mgrs of Personal Service	745	36.9	14.40	Work experience

## MATCHED OCCUPATION: EXECUTIVE SECRETARIES & ADMINISTRATIVE ASSISTANTS SOC 43-6011

**BNAS Job Title:** Secretary (OA)

**Number of Affected Workers:** 4

**Training Requirements:** Moderate-term on-the-job training

**Wages:** BNAS: Average \$44,732 Range \$37,565-54,300  
State: 2004 Average \$16.18 or \$33,654

### **Largest Employing Industries:**

Employment	Industry
930	Educational Services
372	Professional & Technical Services
255	Hospitals
227	Membership Organizations & Associations
204	Specialty Trade Contractors
190	Credit Intermediation & Related Activity

### **Maine Employment Forecast:**

Year 2002	4,651	<b>Average Annual Openings:</b>	
Year 2012	4,837	Total	108
Net Change	186	Due to Growth	19
Percent Change	4.0%	Due to Replacement	89

### **Regional Employment Forecasts:**

Area	Year 2002	Change 2002 to 2012
Coastal	314	9.9%
Southern	1,920	7.1
Western	550	1.5

### **Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:**

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
13-1111	Management Analysts	1,760	16.4%	\$26.82	Bachelor's + work exp
25-4031	Library Technicians	878	13.4	12.21	Short-term OJT
43-3061	Procurement Clerks	225	-7.6	15.55	Short-term OJT
43-5061	Production, Planning, & Expediting Clerks	1,110	-1.1	19.15	Short-term OJT
43-6012	Legal Secretaries	1,037	2.8	16.04	Postsecondary voc ed
43-6014	Secretaries, X Legal, Medical, & Executive	9,420	-6.1	12.11	Moderate-term OJT

## MATCHED OCCUPATION: CARPENTERS SOC 47-2031

**BNAS Job Titles:** Carpenter,  
Woodworker

**Number of Affected Workers:** 4

**Training Requirements:** Long-term on-the-job training

**Wages:** BNAS: Average \$18.54 hr. Range \$16.29-19.74  
State: 2004 Average \$14.11

### Largest Employing Industries:

Employment	Industry
3,373	Construction of Buildings
915	Specialty Trade Contractors
473	Transportation Equipment Manufacturing
158	Heavy & Civil Engineering Construction
135	Amusement, Gambling, & Recreation Industries
77	Wood Product Manufacturing

### Maine Employment Forecast:

		Average Annual Openings:	
Year 2002	10,233	Total	204
Year 2012	10,604	Due to Growth	37
Net Change	371	Due to Replacement	167
Percent Change	3.6%		

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	2,023	4.4%
Southern	3,692	7.9
Western	1,353	0.7

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
47-2021	Brickmasons & Blockmasons	496	0.4%	\$17.07	Long-term OJT
47-2152	Plumbers, Pipefitters, Steamfitters	2,459	-3.0	19.08	Long-term OJT
47-3012	Helpers-Carpenters	498	2.2	10.76	Short-term OJT
51-4121	Welders & Cutters	1,657	0.6	16.32	Long-term OJT

## MATCHED OCCUPATION: BUTCHERS & MEAT CUTTERS SOC 51-3021

**BNAS Job Titles:** Meat Cutter,  
Meat Cutter Worker

**Number of Affected Workers:** 4

**Training Requirements:** Long-term on-the-job training

**Wages:** BNAS: Average \$32,161. Range \$25,998-38,0064  
State: 2004 Average \$12.07 or \$25,105

### Largest Employing Industries:

Employment	Industry
622	Food & Beverage Stores
Confidential	Food Manufacturing

### Maine Employment Forecast:

		Average Annual Openings:
Year 2002	688	Total 15
Year 2012	667	Due to Growth 0
Net Change	-21	Due to Replacement 15
Percent Change	-3.1%	

### Regional Employment Forecasts:

Area	Year 2002	Change 2002 to 2012
Coastal	74	5.4%
Southern	257	0.8
Western	96	-4.2

### Best Retraining Picks from O'Net Summary of Related Occupations and Maine Employment Info Guide (MEIG) Occupation Match:

SOC	Occupation	Employment 2002	Percent Change 2012	Maine Ave. Wage	Training Required
35-2011	Cooks, Fast Food	2,051	4.5%	\$8.22	Short-term OJT
35-9011	Dining Room & Cafeteria Attendants	1,495	13.0	7.60	Short-term OJT
35-9021	Dishwashers	3,360	4.3	7.42	Short-term OJT
53-7064	Packers & Packers, Hand	3,386	6.7	8.74	Short-term OJT